



SOLANO COUNTY TRANSIT
Board Minutes for Meeting of
June 21, 2012

1. CLOSED SESSION

The special meeting was called to order at 3:30 p.m., which recessed into closed session to discuss anticipated litigation and labor negotiations. There were no matters to report.

2. CALL TO ORDER

Chair Patterson reconvened the meeting of the SolTrans Board at 4:05 p.m. A quorum was confirmed.

MEMBERS

PRESENT:	Elizabeth Patterson, Mayor	City of Benicia, Chair
	Erin Hannigan, Vice Mayor	City of Vallejo, Vice Chair
	Mark Hughes, Councilmember	City of Benicia
	Jim Spering, Supervisor, County of Solano	MTC Representative
	Harry Price, Mayor	Ex-Officio – STA Representative

MEMBERS

ABSENT:	Osby Davis, Mayor	City of Vallejo
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STAFF

PRESENT:	<i>In Alphabetical Order by Last Name:</i>	
	Greg Anderson	SolTrans Director of Administrative Services
	Mona Babauta	SolTrans General Manager
	Bernadette Curry	SolTrans Legal Counsel
	Suzanne Fredriksen	SolTrans Clerk of the Board
	Ward Stewart	SolTrans Project Manager
	Nancy Whelan	SolTrans Interim Chief Financial Officer
	Jeanine Wooley	SolTrans Director of Operations

OTHERS

PRESENT: *In Alphabetical Order by Last Name:*

Richard Burnett	MTC Policy Advisory Council
Dafni Bangad	MV Transportation
Phyllis Harrison	
Jackie Lane	MV Transportation
Ricky Williams	MV Transportation
Russ Whyte	MV Transportation

4. APPROVAL OF AGENDA

On a motion by Vice Chair Hannigan, and a second by Board Member Spering, the SolTrans JPA Board approved the agenda.

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

5. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

COMMENTS FROM STAFF

6. Report from the General Manager

CONSENT CALENDAR

On a motion by Board Member Spering, and a second by Vice Chair Hannigan, the SolTrans JPA Board approved Consent Calendar Items 7a through 7e.

7a. Meeting Minutes of May 24, 2012

Recommendation:

Approve the meeting minutes of May 24, 2012.

7b. MCI Bus Procurement Negotiation

Recommendation:

Authorize the General Manager to enter into sole source negotiations with Motor Coach Industries for purchase of three commuter coaches, with options to purchase an additional thirty-three coaches within the next five years to replace the entire Intercity bus fleet.

7c. Adoption of the SolTrans Investment Policy

Recommendation:

Adopt Resolution No. 2012-05 approving the attached SolTrans Investment Policy which delegates the SolTrans Finance Officer or General Manager as having authority over investment decisions until the Board rescinds this delegation.

7d. Authorization to File Applications with the Federal Transit Administration

Recommendation:

Adopt a resolution authorizing the General Manager to file and execute applications to the Federal Transit Administration and any other related documents required for obtaining financial assistance.

7e. Approval of Agreement with Water Emergency Transportation Authority for Route 200 Service

Recommendation:

Authorize the SolTrans General Manager to execute an agreement with WETA for the provision of Route 200 and back-up bus service beginning July 1, 2012 through June 30, 2013, as well as for the management of the Ferry Terminal ticket booth.

REGULAR CALENDAR

8. Approval of Continuation of Financial and Human Resources Services Agreement with the City of Vacaville

Nancy Whelan noted that the proposed agreement is a continuation of the current contract with the City of Vacaville. She stated that although the dollar amount is slightly higher than the current contract, the increase is expected for the level of services proposed.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Authorize the General Manager to approve the Agreement for Continuation of Services with the City of Vacaville for an amount not to exceed \$75,600 for financial services and human resources services for the period from July 1, 2012 through June 30, 2013, as shown in Attachment A.

On a motion by Board Member Hughes and a second by Board Member Spring, the SolTrans JPA Board unanimously approved the recommendation.

9. Route 78

Jeanine Wooley stated that staff had recently received a letter from Solano Transportation Authority (STA) expressing concerns over the elimination of the Pleasant Hill/BART stop. She noted that staff would like additional time to perform a more in-depth analysis of ridership and the financial impacts of eliminating the stop before such changes are implemented.

Mona Babauta noted that staff will come back to the Board within the next couple of months to present the results of the analysis and to request further discussion regarding this item.

Public Comments:

None presented.

Board Comments:

Board Member Hughes expressed concern over the possible financial impacts of retaining the stop, and requested additional information regarding the funding sources for Route 78.

Jeanine Wooley noted that there are several different funding sources, making the funding aspect highly complex. She stated that staff would like to look more closely at the ridership patterns and the effects, if any, of eliminating the stop.

Recommendation:

Authorize staff to maintain the existing Route 78 schedule pending further service and financial analyses.

On a motion by Vice Chair Hannigan and a second by Board Member Spering, the SolTrans JPA Board unanimously approved the recommendation.

INFORMATIONAL

10. Service Change Marketing and Outreach Update

Ward Stewart presented an update of staff's outreach to the public regarding the upcoming service changes on July 1, 2012. He highlighted the key events attended, postings, online resources, print media, and various public outreach items that staff has completed, as well as several key items that staff will complete in the days prior to July 1.

Public Comments:

None presented.

Board Comments:

Board Member Hughes commended staff for the amount of progress made in a very short period of time. He proposed posting notices in the Benicia Herald, as well as Benicia.patch.com.

Vice Chair Hannigan suggested that the SolTrans Facebook page URL be added to public notices. She also noted that it may be helpful to document the number of visitors at SolTrans' event booths.

Board Member Price also commended staff and suggested that the General Manager, as well as staff make themselves available to service clubs and job fairs within the community.

Chair Patterson requested that outreach be scheduled for the Senior Center and the Community Center in Benicia in order to reach out to two different groups of seniors. She also proposed posting notices at both Sutter West and Kaiser Medical facilities, due to the nature of public concerns regarding the Dial-a-Ride services.

Recommendation:

Informational.

11. Dial-A-Ride Implementation

Jeanine Wooley stated that the current challenge to the Dial-a-ride service is that there are very limited resources, making it difficult to schedule trips. She noted that riders will not see a lot of change to how the Dial-a-ride service works, however they will be able to more easily schedule a ride moving forward.

Public Comments:

None presented.

Board Comments:

Chair Patterson commended staff for responding to board member concerns regarding the Dial-a-ride service.

NO DISCUSSION

12. Bus Shelter Installation Project

13. BOARD MEMBERS COMMENTS

Chair Patterson presented a proclamation to Nancy Whelan noting key accomplishments that she achieved as SolTrans' Interim Chief Financial Officer.

14. ADJOURNMENT

The meeting was adjourned at 4:47 p.m. The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, July 19, 2012, 4:00 p.m., Benicia Council Chambers.**

Attested by:



Suzanne Fredriksen
Clerk of the Board

6/22/2012

Date